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24 June 1972

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MEMORANDUM FOR: The Director
SUBJECT : Leave Plans
1. Per our conversation, and assuming your continued approval, I plan to take some leave during the week of 26 June specifically, Tuesday, 27 June through Friday, 30 June.
2. I would plan to be at my desk on Monday, 26 June, to cover the session with Secretary Laird and oversee final production of the "Kissinger Questions" response. (The threat memo went out Friday night, 23 June; the control maps were distributed at WSAG on 22 June. When the "response" is dispatched, therefore, our White House request board is clear.)
4. During absence (Wednesday and Thursday, 28-29 June) the office will be run by
5. As I explained when you acquiesced in the above plan, both
are fully up to speed, capable of running the office, and well qualified to back you up at WSAG or elsewhere.

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6. I will, of course, keep Elizabeth, my office and the Watch Office apprised of my whereabouts and will be available on call if and when needed.

George A. Carver, Jr. Special Assistant for Vietnamese Affairs

cc: Executive Director-Comptroller